

Warwick Police Department
Licensing Division
468-4340 or 468-4341
wpdlicense@warwickri.com or wpdalarm@warwickri.com

APPLYING FOR USED CAR DEALER

Return application with \$115.00 advertising fee. Ad will run for 2 weeks in the Warwick Beacon. After 2 weeks it will then go before the Board of Public Safety.

- a) *Go to the Building Dept. to apply for a Certificate of Occupancy. Call 738-2000 X 6306*

(Signatures must include: Electrical Inspector, Mechanical Inspector, Plumbing Inspector, Building Inspector, State or Assistant Deputy Fire Marshall, and Fire Alarm Inspector) Once complete, return signatures to the Building Dept.

- b) *Contact the Tax Collector's Office 738-2000 X 6267 (if taxes are owed this will hold you up from receiving your license).*

- c) *Fire Prevention Office 468-4050*

- d) *Contact the RI Division of Taxation for a permit to make sales from the State Of Rhode Island. 574-8780*

Applications must be received 7 days prior to meeting so they can be presented to the Board of Public Safety for approval.

Once all inspections have been completed bring signed copy to the Building Dept. and pick up Certificate of Occupancy. Bring the green copy of Certificate of Occupancy to the Licensing Division and we can issue the license.

License will be issued upon receipt of Certificate of Occupancy and copy of permit to make sales from the state of Rhode Island.

**** AREA MUST BE ZONED TO SELL CARS ****